

## **IMPLEMENTING VERMONT SCHOOL-WIDE POSITIVE BEHAVIORAL SUPPORTS ANTICIPATED COSTS & PERSONNEL TIME COMMITMENT (PER SCHOOL)**

*To be used as a guide to allowable costs for PBS implementation in completing the FY 08-09  
BEST/Act 230 grant application.*

### **Allowable Activities-School-Wide PBS (First Year)**

#### **School Leadership Information Forum – October 16, 2008, Lake Morey:**

No cost                      PBS school leadership team participation in the introductory session on  
PBS (Optional)

#### **Getting to Readiness One-Day Workshop – November 18, 2008, Capitol Plaza, Montpelier :**

\$45 per person              PBS school leadership team participation in a one-day workshop  
highlighting strategies to get to PBS “readiness”, a prerequisite to  
implementation (Optional).

#### **First Steps to Implementation One-Day Workshop – April 2, 2009, Capitol Plaza, Montpelier:**

\$45 per person              PBS school leadership team participation in a one-day workshop to  
confirm readiness and to begin the planning needed for implementation  
(Required).

#### **School Leadership Training at BEST Summer Institute – June 22-26, 2009:**

\$550 per person              Participation in the four day Institute. Includes half-day training for  
coaches (Sunday prior to Institute) and Institute registration (school  
leadership training, workshops, keynotes, special activities, breakfasts,  
lunches and snacks).

#### **Data collection and reporting system:**

*If schools choose SWIS (School-Wide Information System), half-day training for 3-hour training  
for three participants in SWIS is required. There is an annual per school licensing fee to access  
this system.*

\$200 three people              Training for SWIS

\$250 licensing fee              Annual licensing fee for use of SWIS data-collection and reporting system

#### **Other Costs Incurred as Indicated:**

- Evening meals and overnights (approximately \$13 per person for dinners and \$100 for double occupancy lodging)
- Mileage to travel to events
- Related fees for substitutes or stipends used to facilitate training attendance
- Topic based training materials

### **Additional Allowable Activities (PBS Secondary/Tertiary Level – 2<sup>nd</sup> and 3<sup>rd</sup> Years)**

Second year schools would be attending the institute to either receive training on CISS and BEP (see below) or to receive training in intensive interventions and supports and continue implementation planning and assessment. This is based on the status of their implementation of SW-PBS. Talk with your Implementation Coach for guidance in this area.

Schools who have attained a score of 80/80 on their SET's and are ready to begin work on Secondary/Tertiary supports would establish membership for yellow/red teams (some small schools have "orange" teams) and receive their training in one of two ways based on the timing of their readiness for this work.

1. Attend a 2 day training offered in January or February 2009. These schools might then also choose to attend the summer institute for more intensive work on individual supports and planning and action planning for the coming year. (See below under CISS and BEP and BEST Summer Institute for details.)
2. Attend the BEST Summer Institute in June 2009 for training on CISS and BEP and continue more intensive training on individual supports in the fall of 2009. (See below for details on BEST Summer Institute planning.)

#### **School Leadership Training at BEST Summer Institute: June 22-25, 2009**

\$550 per person      Participation in the four day Institute - includes Sunday (June 21) half-day training for coaches, Institute registration (school leadership training, workshops, keynotes, special activities, breakfasts, lunches and snacks).

#### **Checklist of Individual Systems of Support (CISS) & Behavioral Education Program (BEP)**

\$1550 per team of not more than 10

School teams that are not fully implemented until the spring of 2009, would take this training at the Summer Institute in June (see above.)

#### **Topic based materials and trainings:**

\$45 per person Functional Behavioral Assessment – ½ day training for teams

\$75 per person      Classroom and Behavior Management Strategies – 1 day training for teams

\$75 per person      School-based PBS Coordinator Annual Professional Development – 1 day

\$45 per person School Administrator Refresher Workshop – ½ day in February

#### **District Teams (where applicable):**

\$300 per District Coach

Plus Travel      SWIS Facilitator training for District Implementation Coaches –  
3 day training at the University of Connecticut

## **PERSONNEL COMMITMENT**

### **Anticipated School Staff Time Commitment Above and Beyond Normal Operating Cost:**

#### **PBS School Coordinator**

.1 FTE or an average of 4 hours weekly (Includes regional school-based PBS coordinators meeting every two months and 1 day annual coordinators training)

#### **PBS School Leadership Team**

1-3 days of training throughout the school year and participation in 4-day BEST Summer Institute - must include Principal or Assistant Principal,

½ hr weekly for review

Monthly leadership team meetings

Every two months regional school coordinator meeting

#### **Administrative Support Staff**

3 hours of training, data entry time at 1 minute per out of classroom referral

#### **Supervisory Union/District Implementation Coaches**

1 hour per month per school to attend school team meetings plus 1 hour per month for

District/SU meeting

½ day every two months to attend State and District Implementation Coaches Meeting/Training

½ day every two months to attend regional school-based coordinators meetings

3 days – one time for SWIS Facilitator training